

University Assessment Committee

Minutes

Tuesday, May 10, 2016

Opening Reflection

I. Announcements

- a. Assessment conferences
 - i. Association for the Assessment of Learning in Higher Education (AALHE) Conference, June 6-8, 2016, Milwaukee, Wis.
- b. Annual Assessment Report Submissions: Missing Submissions Update
College/School area specific status reports were distributed to the UAC members to aid in the continued discussions with dean's and program directors on assessment reporting, what data has been submitted, where gaps in data submissions are, and what areas need yet to submit assessment data for 2015-2016.
- c. A Library Assessment webpage (<http://culibraries.creighton.edu/assessment>) has been created and is focused on communicating data and information about the services, resources, and operations of the CU Libraries. The charge of the Library Assessment team, is to facilitate continual improvement and to illustrate the value of the library to the Creighton community. Jim Bothmer has asked the committee to please review the site and send your feedback, recommendations/changes directly to him regarding the new Library Assessment website.

II. Committee Updates

- a. Professional Development
 - i. Fall Assessment Symposia on (Thursday) October 6, 2016.
 - ii. Speaker invitation will be extended to Dr. Patrick Green, University of Loyola Chicago.
 - iii. Call for Posters will be distributed soon.
- b. Peer Review
 - i. Submission deadline has officially passed but final submissions still permitted. Thank you to those who have submitted assessment reports.
 - ii. (Some) peer reviewers will continue to review Summer 2016.
 - iii. Informal reports will be drafted and generated in summer and shared with UAC at the September meeting.
- c. Academic Program Review
 - i. Energy Studies and Justice and Peace Studies reviews were sent to CAS Dean's Office on April 20th.
 - ii. History and Law/GOAL reviews are under review. By May13 the executive summary reports will be shared with the History and Law/GOAL programs.
 - iii. On May 5, orientation for the eleven 2016-2017 designated programs was held. The programs for 2016-2017 review are: American Studies; Chemistry; English; Social Work; Biomedical Sciences; Clinical and Translational Sciences; English; Medical Microbiology and Immunology; Pharmacology; Medical Anthropology; and School of Medicine.
- d. Assessment Resource Integration
 - i. System to help collect Magis Core assessments has been developed; next year the committee will focus on expanding this system for other programs.

- e. Policy, Strategy, and HLC updates
 - i. HLC Updates
 - 1. Eric Martin visit was well received. He met with a variety of groups on campus to include Fr. Hendrickson, Faculty Council Executive Committee, and others.
 - 2. Assurance Arguments/Campus Process Updates
The Creighton University HLC Executive Calendar was reviewed by the committee. The calendar outlines monthly projects/tasks for the Board of Trustees, President's Council, HLC Executive Team, and Campus Constituents (students, alumni, and focus groups).
 - 3. On May 23, Gail Jensen and Mary Ann Danielson will present a HR Compass Professional Development Program on HLC and the accreditation process. The program is titled "Preparing for, Reflecting on, and Learning from our HLC Accreditation Processes."
 - ii. Policy Updates
 - 1. Quality in Correspondence Education Policy
The HLC-driven policy on education communication has led Creighton to draft a Quality in Correspondence Education Policy, which was reviewed by the UAC.

III. Discussion

- a. Review and Reflection of 2015-2016 Activities
 - i. Highlights – Subcommittee reflections
 - 1. Professional Development – Intentionally focus on target areas/groups for poster presentation, growth of program by reaching out to areas in need.
 - 2. Peer Review
 - Revised the Customer Requirement Report. The tool is now more effective for reviewers to use. The challenge to the committee is the closing date deadline.
 - There continues to be a need for Assessment 101 for faculty and staff and in targeted areas/programs.
 - Mentoring Program resources not being fully utilized.
 - 3. Academic Program Review – More transparency is needed to assist faculty and staff in understanding and trusting of the program processes.
 - 4. Assessment Resource Integration – Will continue to work for one more year on pulling assessment data from BlueLine into TaskStream.
 - 5. Advanced MAGIS Common Core Assessment by supporting: professional development on course-level assessments; MAGIS Core Assessment Day activities; and institutional data collection and reporting, through BlueLine and TaskStream, as requested.
- b. Planning for 2016-2017
 - i. Priorities/Strategies/Goals
 - 1. Plan for HLC visit. Foster development and effective communication on HLC visit and follow up after visit.
 - 2. Submission of Assessment Report and acceptance of Academic Program Review at 100%.
 - 3. Continued efforts to proactively communicate to faculty, faculty council, staff, students. This should be an assumed practice.
 - 4) Revise Assessment Mentoring Program to meet needs where individual/department of school/college is at with requested need.

- 5) Calendar with target dates for key assessment of student learning activities/events, such as academic program review, school specific, development programs, and MAGIS assessment day.
- ii. Committee membership changes

There were no committee membership changes or recommendations discussed by the committee. If the committee does have any changes to the member list for replacement, please send the information to Mary Ann Danielson, as she will forward the recommendation onto the President by July 1.
- iii. Committee structure changes

The committee agreed to keep the current meeting structure, to include the committee chairs. If needed, additional ad hoc sub-committees will be created.
- iv. 2016-2017 University Assessment Committee monthly meeting will be held the 2nd Tuesday of each month. If there is a university-wide campus conflict with a specific date, the date was either moved up a week or moved back a week (i.e., holiday break timeframe, HLC campus visit, etc.) Individual meeting dates will be sent to the committee over the summer. (2nd Tuesday of the month; 8-9:15 a.m.)
 - September 13
 - October 11
 - November 8
 - December 6
 - January 17
 - February 14
 - March 14
 - April 18 (due to HLC campus visit)
 - May 9